

United States Government**National Nuclear Security Administration (NNSA)
Savannah River Site Office (SRSO)**

Memorandum

DATE: **December 21, 2005**

REPLY TO:

ATTN OF: SV (McAlhany, 803-208-8230)

SUBJECT: Annual Workforce Analysis and Staffing Plan Report

TO: Roy Schepens, Chairman, Federal Technical Capability Panel (FTCP), Office of River Protection

In response to your October 28, 2005 memorandum, we have conducted a staffing analysis for the SRSO. This analysis was conducted in accordance with the models and guidance provided at the FTCP website. The analysis concluded a need for at least four FTEs for Facility Representative (FR) and five FTEs for Safety System Oversight (SSO) functions. Currently, we have four FRs on board, but no SSOs on board. While the analysis indicates that 5 FTEs are required for the SSO function, I believe that SRSO can adequately perform the SSO function with only 2 FTEs due to similarities of safety systems between facilities. In recognition of this staffing shortfall, I am currently working with NNSA Headquarters to obtain approval to post a vacancy announcement for the SSO function.

Also, we have completed the attached tables as requested. As SRSO is co-located on an Environmental Management landlord site, we rely on the SRSO for matrix support for certain functions due to the limited number of NNSA employees within SRSO. This reliance on matrix support is delineated in the Technical Staffing Summary Table.

If you have any questions or comments, please contact me or Karey McAlhany of my staff, at 803-208-8230.



Richard W. Arkin
Manager

SV:BKM:sy

RA-06-0073

Attachment:
Annual Workforce Analysis and Staffing Plan Report as of December 31, 2005

cc : Ted Wyka, NA-1
John Evans, DR-1

RECEIVED

JAN 04 2006

DOE-ORP/ORPCC

Schepens

- 2 -

December 21, 2005

bc :

SV File Copy

SV Reading File

Annual Workforce Analysis and Staffing Plan Report
As of December 31, 2005
Reporting Office: Savannah River Site Office

Section One: Current Mission(s) of the Organization and Potential Changes

The SRSO supports the NNSA Stockpile Stewardship and Stockpile Evaluation programs through the following core missions:

1. Provide tritium and non-tritium loaded reservoirs to meet Nuclear Weapons Stockpile plan requirements.
2. Conduct Stockpile Evaluation program.
3. Restore the capability to extract tritium.
4. Develop plutonium pit manufacturing facility conceptual design.

The Tritium Facilities consist of 3 major operating Hazard Category 2 Nuclear Facilities. It also includes 1 major Hazard Category 2 Nuclear Facility which is undergoing deactivation. The Tritium Extraction Facility (TEF) is scheduled for start-up in FY07 timeframe.

The Tritium Facilities have been deemed to have a long-term mission supporting the Nuclear Weapons Stockpile. As such, there will be a continuing need to maintain technical staffing. Potential new missions, such as the Modern Pit Facility, would also be a long-term mission and would require additional technical staffing to support the mission.

Section Two: Technical Staffing

Number of Hazard Category 1, 2, or 3 Nuclear Facilities:

HC 1 0 HC 2 6 HC 3 3

Number of Radiological Facilities: 0

Number of High or Moderate Hazard Non-Nuclear Facilities: 0

Number of Low Hazard Non-Nuclear Facilities: 0

Number of Documented Safety Analyses: 2

Number of Safety Systems²: 27 Active / 22 Passive/Design Features

Number of Site Contractor FTEs: 554

Number of Federal Office FTEs: 24

1. Facilities, systems, personnel and authorities listed should be those in the organization's immediate line authority.
2. Safety Systems must be credited in the DSA or be a recognized defense in depth system.

TECHNICAL STAFFING ¹ Technical Staffing Summary Table (see Notes below)					
TECHNICAL CAPABILITY	For All Hazardous Facilities ¹		For Defense Nuclear Facilities ²		Comments
	Number of FTEs Needed ¹	Number of FTEs Onboard ¹	Number of FTEs Needed ²	Number of FTEs Onboard ²	
Senior Technical Safety Managers	4	4	4	4	2 STSMs to qualify.
Safety System Oversight Personnel ³	2	0	2	0	Need recruitment action
Facility Representatives ⁴	4	4	4	4	2 FRs to qualify.
Other Technical Capabilities: ⁵					
Aviation Safety Manager	0	0	0	0	
Aviation Safety Officer	0	0	0	0	
Chemical Processing	0	0	0	0	
Civil/Structural Engineering	1	0	1	0	DOE-SR matrix support
Construction Mgmt	2	2	2	2	
Criticality Safety	0	0	0	0	
Deactivation and Decommissioning	0	0	0	0	
Electrical Systems	1	0	1	0	DOE-SR matrix support
Emergency Management	1	0	1	0	DOE-SR matrix support
Environmental Compliance	1	0	1	0	DOE-SR matrix support
Environmental Restoration	1	0	1	0	DOE-SR matrix support
Facility Maintenance Mgmt	1	1	1	1	
Fire Protection Engineering	1	0	1	0	DOE-SR matrix support
Industrial Hygiene	1	0	1	0	DOE-SR matrix support
Instrumentation and Control	1	0	1	0	DOE-SR matrix support
Mechanical Systems	1	0	1	0	DOE-SR matrix support
Nuclear Explosive Safety	0	0	0	0	
Nuclear Safety Specialist	1	1	1	1	Need to qualify
Occupational Safety	1	0	1	0	DOE-SR matrix support
Quality Assurance	2	1	2	1	Need recruitment action
Radiation Protection	1	0	1	0	DOE-SR matrix support
Safeguards and Security	1	0	1	0	DOE-SR matrix support
Safety Software Quality Assurance	1	1	1	1	
Technical Program Manager	0	0	0	0	
Technical Training	1	0	1	0	NNSA-SC support
Transportation & Traffic Mgmt	1	0	1	0	DOE-SR matrix support
Waste Management	1	0	1	0	DOE-SR matrix support

Notes:

1. These columns are the number of FTEs needed to perform the Federal Safety Assurance function for all hazardous facilities, including defense and non-defense nuclear facilities, radiological facilities, and other hazardous facilities. The Federal Safety Assurance function is described in the DOE *Implementation Plan to Improve Oversight of Nuclear Operations* (in response to Defense Nuclear Facilities Safety Board Recommendation 2004-1).
2. These columns apply only to defense nuclear facilities, and are a subset of the previous columns. These positions are being specified in order to report the status of shortages and any actions taken to fill them to the DNFSB in December 2006 under Commitment 15 in the DOE 2004-1 IP.
3. SSO staffing analysis worksheets can be found at <http://www.ftcp.org>.
4. Facility Representative staffing analysis worksheets can be found at <http://www.ftcp.org>.
5. Any additional required technical capabilities should be added to this list. No listed technical capabilities should be deleted.

Section Three: Current shortages and plans for filling them

The SRSO is currently seeking approval from NNSA Headquarters to recruit for 2 SSO positions. While the staffing analysis tables indicate a higher number may be required, it is believed that a total of 2 SSOs will meet the needs of the office. The SRSO is also seeking approval to recruit for an additional QA position.

Section Four: Projected shortage/surplus over next five years

Of the 24 Federal FTEs currently assigned to SRSO, 5 are currently eligible for retirement. An additional 6 are eligible within the next 5 year time period. Of these 11 FTEs, 4 are designated as TQP positions. Based on this, it will be necessary for the SRSO to recruit individuals over the next 5 years to backfill positions as individuals retire. Recruitment will consider gaps created by retirements, as well as any changes to the overall mission of SRSO. As the EM mission at SRS completes, there should be a pool of qualified individuals to draw from to backfill openings in SRSO. SRSO also continues to support the Future Leader Program.

Section Five: General concerns or recommendations related to the Technical Staffing

In FY05, SRSO brought additional Technical Staffing on-board to strengthen its' oversight of contractor activities. These individuals will need to achieve their qualifications no later than March 2007.

A generic concern of the SRSO is getting its' remaining TQP participants re-qualified prior to September 30, 2006. The majority of the TQP participants qualified under the old General Technical Base qualification standard and will need to complete the "gap" training, as well as their continuing education training for requalification.